

CITY OF MILPITAS
LIBRARY ADVISORY COMMISSION
Monday, January 13, 2003

UNAPPROVED MINUTES

- A. Chairperson Stephens called the meeting to order at 7:00 pm.
- B. ROLL CALL**
- Members Present: Margie Stephens, Trinidad Aoalin, Diane Davis, Sen Fan, Marilyn Hay, Carmen Montano, Sonny Wang
- Alternates Present: Titus Cascaro, Yu-Lan Chou
- Members Absent: None
- County Staff Present: Linda Arbaugh, Community Librarian
Melinda Cervantes, County Librarian
- City Staff Present: Lynette Wilson, Recreation Program Coordinator
Cynthia Maxwell, Principal Administrative Analyst
Lisa Ciardella, Recording Secretary
- City Council Present: Patricia Dixon, Vice Mayor
- C. SEATING OF ALTERNATES**
- Alternates Seated: None
- D. APPROVAL OF MINUTES:**
- MOTION to approve the Minutes for November 18, 2002, with the following correction: In 1.2, Wong should be Wang.
M/S Davis/Montano. Unanimous.
- E. ANNOUNCEMENTS/COORESPONDENCE:**
- Lynette Wilson, Recreation Services Program Coordinator, had the Eco Passes available for Commissioners. The invitations for the Commissioner's Recognition Dinner were mailed.
- Commissioner Hay reported Rosemary Keith from Milpitas High would be holding a meeting on January 23 at 4:00 p.m. for its three academies' Silent Auction. She can be contacted at 945-2457 for more information.
- F. CITIZENS FORUM:**
- Rob Means passed out a handout titled "An Introduction to Green Building". It addresses how to make the new library energy efficient and how to lower the operating costs.

G. ADOPTION OF AGENDA

MOTION to approve the Agenda for January 13, 2003, as submitted.
M/S Davis/Hay. Unanimous.

H. OLD BUSINESS:

1.1 Library Building Project Update

Cindy Maxwell, Principal Administrative Analyst, reported the Request of Qualifications and Proposals had disappointing results due to the large number of projects currently in progress. The Library Subcommittee directed staff to set up interviews with architectural firms with library experience. Ms. Maxwell stated there were nine consultants scheduled for interviews later that week and final interviews would be held the following week. Mayor Esteves asked that Commissioners Stephens and Chou be on the interview panel. The Library Building Subcommittee will meet and recommend a consultant to City Council and write the contract.

Ms. Maxwell stated she visited the Redwood City and Burlingame libraries and will present information about them at the March meeting. Pleasanton and San Leandro will be visited in the near future. Commissioner Davis questioned why those libraries were chosen. Ms. Maxwell said that Redwood City is of comparable size with a homework and computer center. Pleasanton and San Leandro are newly constructed.

1.2 Work Plan Status Report from Subcommittee

Councilmember Gomez recapped his written report submitted at the November 2002 meeting. In his report he did not find any Library Commission which had goals and objectives. Melinda Cervantes, County Librarian, stated Cupertino and Morgan Hill had handbooks about their commissions. Commissioner Aolin stated she would obtain these handbooks to review and report her findings at the next meeting.

I. NEW BUSINESS

1.1 Election of Officers

Commissioner Stephens opened the floor to nominations for the Chair. Commissioners Aolin, Davis, Hay and Stephens were nominated. Commissioners Aolin and Davis declined. There were no additional nominations and the floor was closed.

Motion to elect Commissioner Hay as Chair: Davis/Aolin.
Commissioners Stephens, Davis, Aolin and Montano voted in favor.

Motion to elect Commissioner Stephens as Chair. M/S Fan/Wang.
Commissioner Stephens Fan and Wang voted in favor.

Commissioner Stephens opened the floor to nominations for the Vice-Chair. Commissioners Davis and Montano were nominated. Commissioner Montano declined. There were no additional nominations and the floor was closed.

Motion to elect Commissioner Davis as Vice-Chair. M/S Aoalin/Fan. All voted in favor with the exception of Commissioner Davis, who abstained.

Commissioner Hay was elected Chair and Commissioner Davis was elected as Vice-Chair.

J. OTHER BUSINESS

1. Friends of the Milpitas Library

Commissioner Hay reported the Friends of the Library's (FOML) annual October book sale broke the \$5,000 mark. The Friends checkbook balance as of September 26, 2002, was \$31,484.76. Ms. Hay will report on the October-December funds at the March 17, 2003. FOML received a \$500 gift from Alldata Pro as a thank you for allowing them to use the Library for their ad photos for a subscription database to repair automobiles. Flyers were passed out at the International Walk to School Day on October 2, 2002, which hopefully contributed to the increased book sales attendance and sales total. The next FOML Board meeting is scheduled for Wednesday January 29, 2003, at 7:00 p.m. The meeting will be held at the Milpitas Library. Ms. Hay mentioned that at the next FOML meeting, she would make a motion to donate to the DeSmidt Family Scholarship Fund and to MHS Scholarship fund in Debbie DeSmidt's memory. Mrs. DeSmidt was a Friends member, an avid reader, and regularly attended the Friday night book sales and made large quantity purchases.

2. County Librarian Report

Melinda Cervantes, County Librarian, reported that Cupertino's library broke ground on Tuesday, January 7, 2003, and the temporary location is in a leased facility. Saratoga's library opening has been delayed due to PG&E problems. She also reported there is a potential \$2 million loss to the County libraries because of the state budget crisis.

3. Community Librarian Report

Linda Arbaugh, Milpitas Community Librarian, reported that the new sliding glass doors would be installed during the third week of January. On December 30, 2002, Melinda Cervantes began working as the new County Librarian. Thin Client computers were installed and networked together. A new upgrade of software in August will take place and will be multi-lingual. The software upgrade will also warrant a new upgrade of the hardware.

Ms. Arbaugh also mentioned the Library has begun offering Baby Lapsits stories for non-walking infants. "Stone Soup" by Quack and Wabbit Puppet Theater will be presented on Friday January 24, 2003. She also stated the library would be closed on January 20, 2003, in observance of Martin Luther King, Jr.'s birthday.

4. City Council Report

Vice Mayor Dixon reported that she has been appointed to the Joint Powers Authority group. She also reported that in February, 2003, VTA

would vote on service reduction and fare increase, which will impact community college routes.

5. City Staff Report

Lynette Wilson, Recreation Services Coordinator, reported that January 9, 2003, was the first day of registration for the spring session of classes. Milpitas Rainbow Theater's production of "Robin Hood" will open Friday, January 17, 2003, and auditions for "Dear Edwina" will be held January 21- 22, 2003. Ms. Wilson will also assist Ms. Hay on developing FOML brochure.

6. Future Agenda Items

Update on Library Project
Report on Redwood City and Burlingame Libraries
Work Plan Status Report
LAC input on FOML brochure

K ADJOURNMENT:

MOTION to adjourn meeting at 8:20 pm. M/S Davis/Hay. Unanimous.

Respectfully Submitted,
Lisa Ciardella